



Higher Education Research and Development Society of Australasia Inc

The 2011 Annual General Meeting of the HERDSA (New Zealand) Branch will be held on Thursday 24 November 2011 at 4.30 – 5.30pm.

The meeting will be held at:

Access Grid venues at local institutions.

The Grid has been booked at this time. Members wishing to attend should consult their local Access Grid operator for details of venue and availability of the venue at that time. A full list of venues is online at <http://avcc.karen.net.nz/endpoint-directory-list>

NOTE: for members attending the TERNZ conference in Wellington the venue will be at the Victoria University of Wellington – details will be posted at the conference.

Agenda

1. Apologies
2. Minutes of Previous Annual General Meeting (appendix A)
3. Matters Arising
4. Correspondence
5. Chairperson's Report
6. Financial Report
7. Election of Office Holders
 - a. Chairperson
 - b. Secretary
 - c. Treasurer
8. Election of Committee Members
9. General Business
 - a. 2012 Activities

Call for nominations

Nominations are invited for office bearers and committee members. It is important that the branch committee has members from the widest possible range of NZ tertiary institutions. The branch committee meets regularly by video conference.

Nominations will be accepted in writing or by email (stanley.frielick@aut.ac.nz) by the Secretary by Friday 18 November 2011(see attached form). Nominations will be accepted at the meeting if necessary. The nomination must have a nominator and seconder. The nominee, nominator and the seconder must be current HERDSA members.

If there is more than one nomination for any position a vote will be taken at the meeting from those present.

HIGHER EDUCATION, RESEARCH AND DEVELOPMENT SOCIETY OF AUSTRALASIA: NEW ZEALAND BRANCH

NOMINATION FORM FOR POSITIONS ON THE 2012 NZ BRANCH COMMITTEE

Note: persons nominated, proposers and seconders must ALL be financial members of HERDSA at the time of nomination.

POSITION NOMINATED FOR: _____

PERSONS NOMINATED: _____

(Print name)

Email address of person nominated: _____

(Receipt of nominations will be acknowledged by email)

Home address of person nominated: _____

(Necessary for incorporation purposes)

Institutional Address: _____

NOMINATION ACCEPTANCE _____

(Signature*)

PROPOSER _____

(Print and sign name*)

SECONDER _____

(Print and sign name*)

* If this form is being emailed, please insert email address of each person so that the nomination can be verified if necessary.

APPENDIX A

Minutes of the HERDSA (NZ) Annual General Meeting 2010

Held on NZAVCC Access Grid

25 November 2010 at 4:30pm

Present

Tony Harland (Chair)	Lorraine Parker	Alison Kirkness
Stanley Frielick (Secretary)	Eva Heinrich	Mark Barrow
Julia Hallas (Treasurer)	Kathryn Sutherland	Rachel Sponken-Smith
Amanda Gilbert	Dawn Garbett	
Rob Wass	Alex Attewell	
Erik Brogt	Barbara Grant	

1. Apologies

Ian Brailsford	Gordon Suddaby
Neil Haigh	Sarah Stein

2. Minutes of Previous Annual General Meeting

That the minutes of the meeting of 25 November 2009 be accepted.

Moved: Tony Harland
Seconded: Mark Barrow

MOTION CARRIED

3. Matters Arising

- There were no matters arising from the previous minutes.

4. Correspondence

- There was no correspondence to discuss

5. Chairperson's Report

- **The chair provided a verbal report. The text of the document (circulated later) is provided below:**

2010 was an enjoyable first year for me as Chair of HERDSA New Zealand. The Executive met regularly on the Access Grid which was an interesting experience for me. I enjoyed seeing my colleagues and their smiles and being able to conduct a vote with a show of hands. The Executive brought in new initiatives in 2010 that are of note:

Firstly, we established the TERNZ research medal, intended to honour the contribution and talent of New Zealand's higher education researchers. The medal was designed by Ayelet Cohen, a gifted designer from Otago, and the first recipient, Neil Haigh was announced today

at the TERNZ conference. The medal will be presented in person to Neil in Auckland early 2011.

HERDSA (NZ) also organized the first researcher-development symposium and this was held in Auckland. The event was a resounding success. I am very proud of this achievement and thank the developers and organizers, Barbara Grant, Neil Haigh and Ian Brailsford, plus all those who gave their time to facilitate sessions. The event resulted in 16 new members for HERDSA and a list-serve that is designed to keep those who attended in contact.

A large contingent of New Zealanders attended the HERDSA conference in Melbourne in July. At that conference John Jones and Mary Melrose were honoured with HERDSA life membership. Mary was unable to attend so HERDSA NZ arranged a dinner for her in Auckland to formally present the award. A colloquium 'Contemporary Perspectives on New Zealand Tertiary Education' was run in Victoria with the HERDSA conference presenters from the North Island giving their talks again at Victoria. Thanks to Kathryn Sutherland and her team for organizing this.

Thanks to Barbara Grant and Mark Barrow for their work on the Australasian Executive. Mark as HERDSA Vice President and Mark and Barbara as joint Treasurers.

The TERNZ conference continues to attract support as the annual HERDSA NZ conference and I am pleased that 66 delegates chose to come to Otago this year. For 2010, TERNZ has returned to its roots and the conference is organized in its original format (although we have learned much through experimentation in past conferences, all of which have worked well).

Finally, branch meetings and email discussions have been lively, especially around the sovereign nature of New Zealand's tertiary sector and its professional representation, with the associated topic of the academic development community of NZ being represented internationally by an Australasian organization. Many interesting and contrasting viewpoints have been expressed and I am sure this debate will continue for some time yet.

That the Chairperson's Report be accepted

Moved: Stanley Frielick
Seconded: Lorraine Parker

MOTION CARRIED

6. Treasurer's Report

- The Treasurer's report was presented.

That the Chairperson's Report be received

Moved: Julia Hallas
Seconded: Mark Barrow

MOTION CARRIED

- Noted that the branch had a healthy surplus that would fund activities in 2011.
- Julia was thanked for her excellent work in keeping the finances well organised.

7. Election of Committee

7.i Election of Office Holders

Chairperson

Tony Harland (Stanley Frielick / Julia Hallas)
There being no further nominations, Tony was declared elected.

Secretary

Stanley Frielick (Tony Harland / Julia Hallas)
There being no further nominations, Stanley was declared elected.

Treasurer

Julia Hallas (Tony Harland / Stanley Frielick)
There being no further nominations, Julia was declared elected

7.ii Election of Committee Members

- **EXISTING/NEW MEMBERS: (BLOCK NOMINATION BY TONY HARLAND / STANLEY FRIELICK)**

Lorraine Parker
Amanda Gilbert
Barbara Grant
Sarah Stein
Mark Barrow
Kathryn Sutherland
Gordon Suddaby
Erik Brogt
Chris Naughton
Eva Heinrich
Neil Haigh
Alison Kirkness
Ian Brailsford
Rachel Spronken-Smith
Alex Attewell
Dawn Garbett
Rob Wass

7.iii Departing Members

- A formal note of thanks to Alison Holmes, Mary Panko and Alison Kuiper was recorded by the Committee for their contributions to the branch over years of service.

General Business

8.i Follow-up Research Symposium

Barbara Grant proposed that the successful symposium held in 2010 be repeated in 2011, and that the TERNZ research medal for 2010 be officially awarded at the event.

8.ii Relationship between ASDUNZ and TERNZ

It was agreed that Tony would circulate a discussion document. This would inform debate about current structures with the aim of including academic developers from the ITP sector and making HERDSA membership more attractive.

8.iii 2011 Activities

- It was agreed that branch meetings would be held every 6 weeks and revert to the alternating 4pm / 12pm cycle. Tony would circulate the schedule in early Feb.
- Victoria University of Wellington offered to host the TERNZ conference in 2011.

There being no further business the meeting closed at approx 5:30pm